



U.S. Department of Energy's Office of Science

All Hands Briefing for

***Ames Site Office
Argonne Site Office
Chicago Office
Fermi Site Office***

June 8, 2005

***Don Erbschloe
Acting Chief Operating Officer***

Jeff Roberts, OneSC Project Director

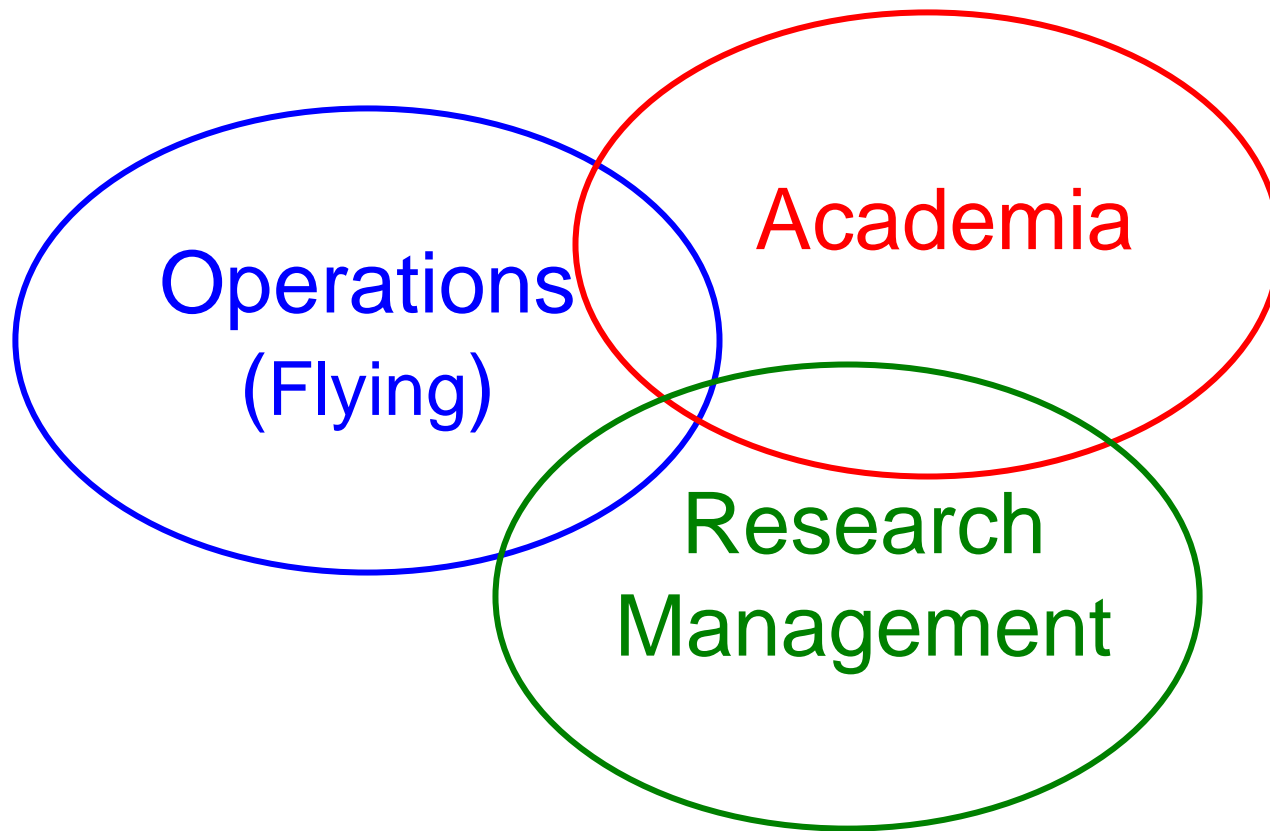


Overview

- Introduction to SC-3 (Don)
- Brief Recap of OneSC Phase 1 (Jeff)
- OneSC Phase 2 Goals & Expectations (Don)
- OneSC Phase 2 Details (Jeff)



A Brief Personal Background





My Philosophy

- Take care of your people
- Help your people take care of the mission

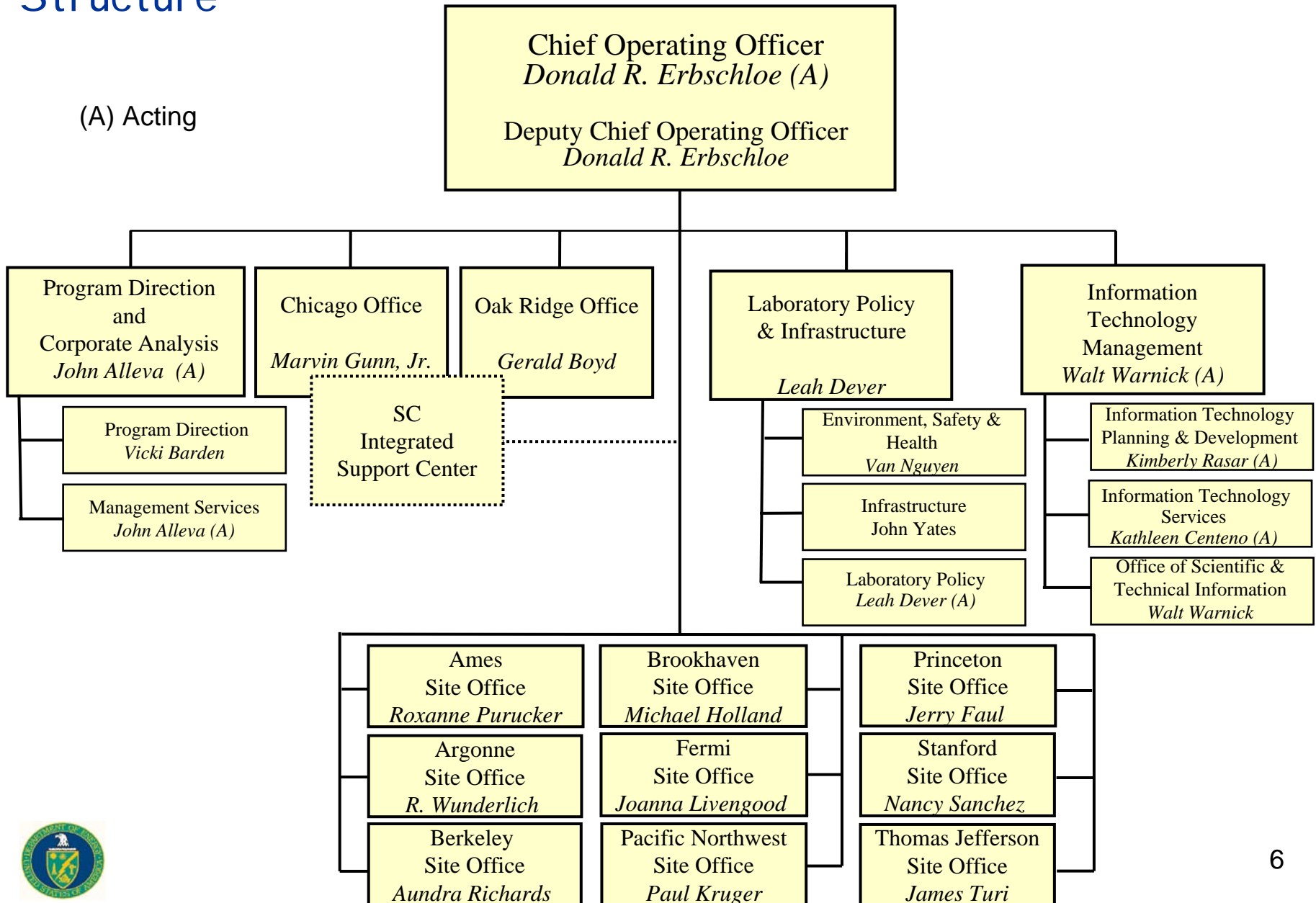


What I expect of you

- Be a valuable team-member and public steward
- Use sound judgment & make good decisions
- Respond to taskings on time (preferably early) or pre-coordinate extensions
- Work with contractor to help all of us to deliver the mission

Chief Operating Officer Structure

(A) Acting





What I learned during my site visits

- Diverse and unique challenges at sites
 - Scientific thrusts
 - Geography
 - Community involvement/attention
 - Skill mix of staff
 - Condition of facilities
 - Relations with contractors
- Commonalities at sites
 - High quality of staff
 - Enthusiasm of researchers
 - Good focus on SC mission
- Prevalence of “perception lag”



Why I came to DOE

- People
- Mission
- Reorganization



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Brief Recap of OneSC Phase 1

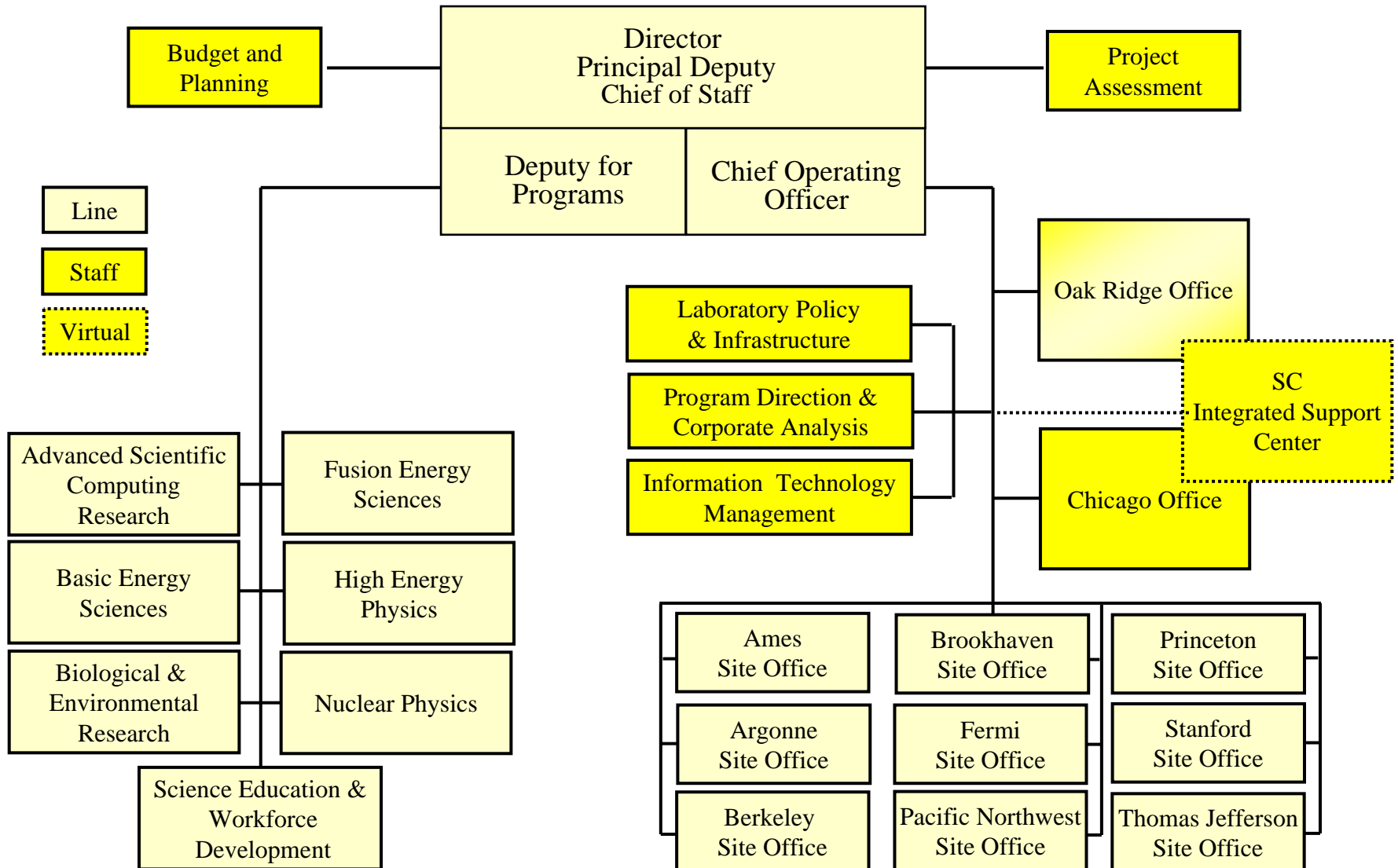
Jeff



OneSC Project Hierarchy

- **“Restructuring” or Phase 1**
 - Realigned organizational Roles, Responsibilities, Authorities, and Accountabilities (R2A2s)
 - Modified reporting relationships for Site Offices
 - Established SC’s Integrated Support Center
 - Laid the ground work for follow-on reengineering
- **“Reengineering” or Phase 2**
 - Designed to streamline work practices uniformly across SC units and in accordance with a defined requirement set, including management’s performance expectations
 - Will facilitate a comprehensive reassessment of federal workforce designed to specifically deliver requirement set

OneSC Structure





Phase 1 Highlights

- Consolidated all operational and support responsibilities under the COO
- Line responsibility for nine Site Offices transferred to COO from CH and OR
- Head of Contracting Activity (HCA) moved to COO
- Site Managers fully accountable for laboratory contracts
 - Single point of federal accountability for the laboratory contract
- Established SC Integrated Support Center
 - A Chicago – Oak Ridge Partnership to provide best in class technical, business, and administrative support to SC to Headquarters and the SC Site Offices



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OneSC Phase 2 Goals & Expectations

Don



OneSC Objectives

- Realigned organization optimized to accomplish the SC mission (complete)
- Take unnecessary work out of the system
- Enable the Federal workforce to be more productive
- Support improved laboratory contractor performance
- Drive down the cost of doing business



OneSC Phase 2 Goals

- Be “best in class” in quality of science; technical management; and business, administrative, and technical support
- Integrate science and operations
- Create one organization from 12 geographic and culturally diverse sites



Achieving Phase 2 Goals

- Establish one way of doing business for the SC complex by developing processes that are uniform wherever possible and maximized to be both effective and efficient
- Provide access to SC processes and their related management systems to all SC employees through a web-based communications tool
- Develop and implement a long-term SC-wide Human Capital Plan
- Ensure SC meets its obligation to provide support to other DOE offices



Phase 2 and You

- Reengineering is not being done to reduce the SC workforce
- Hone our skill mix via retraining and reassignments
- Need SC-wide participation
 - Subject matter experts
 - System users



Human Capital Advisory Group

- *Purpose*

- Report to the SC Management Council on SC-Wide Human Capital Management issues

- *Membership (representational expertise)*

- Don Erbschloe (chair)
- Chris O'Gwin (executive officer)
- John Allewa (HQ Resource Mgr)
- Regenia Griswold (CH HR Resource Mgr)
- Pat Howse-Smith (OR HR Resource Mgr)
- Scott Mallette (Site Off)
- Harriet Kung (Pgm Rep)
- Sara Brunson (Div Rep)
- Don Freeburn (NTEU Rep)

- *HCAG Ops*

- Meets monthly (~ 1 week prior to SCMC)
- Focal point for President's Management Agenda actions on HCM
- Inaugural Meeting: April 6, 2005
- Second Meeting: May 2, 2005



Current HCAG Actions

Overall Goal: Design SC Workforce Plan

Integrates OneSC, DOE Mission Needs, & Federal HCM Requirements

- Develop relevant and timely workforce tools
 - Provide to Supervisors and OneSC Phase 2 Team
- Examine & Baseline SC Workforce (i.e., demographics)
 - Positions, Grades, Occupational Series, Education/Training, Diversity, Age/Retirement Eligibility, Skills Mix, etc.
- Identify skill-sets/gaps, training requirements, future mission needs
- Design an SC-wide Diversity policy and plan
- Develop effective communications tool



What I've learned about Reorganization & Reengineering

- Listen to your people—they have great ideas
- Give your reengineering leaders and teams great tools and resources—trust them
- Change is exhilarating—prepare to be astonished
- Have confidence—stay the course



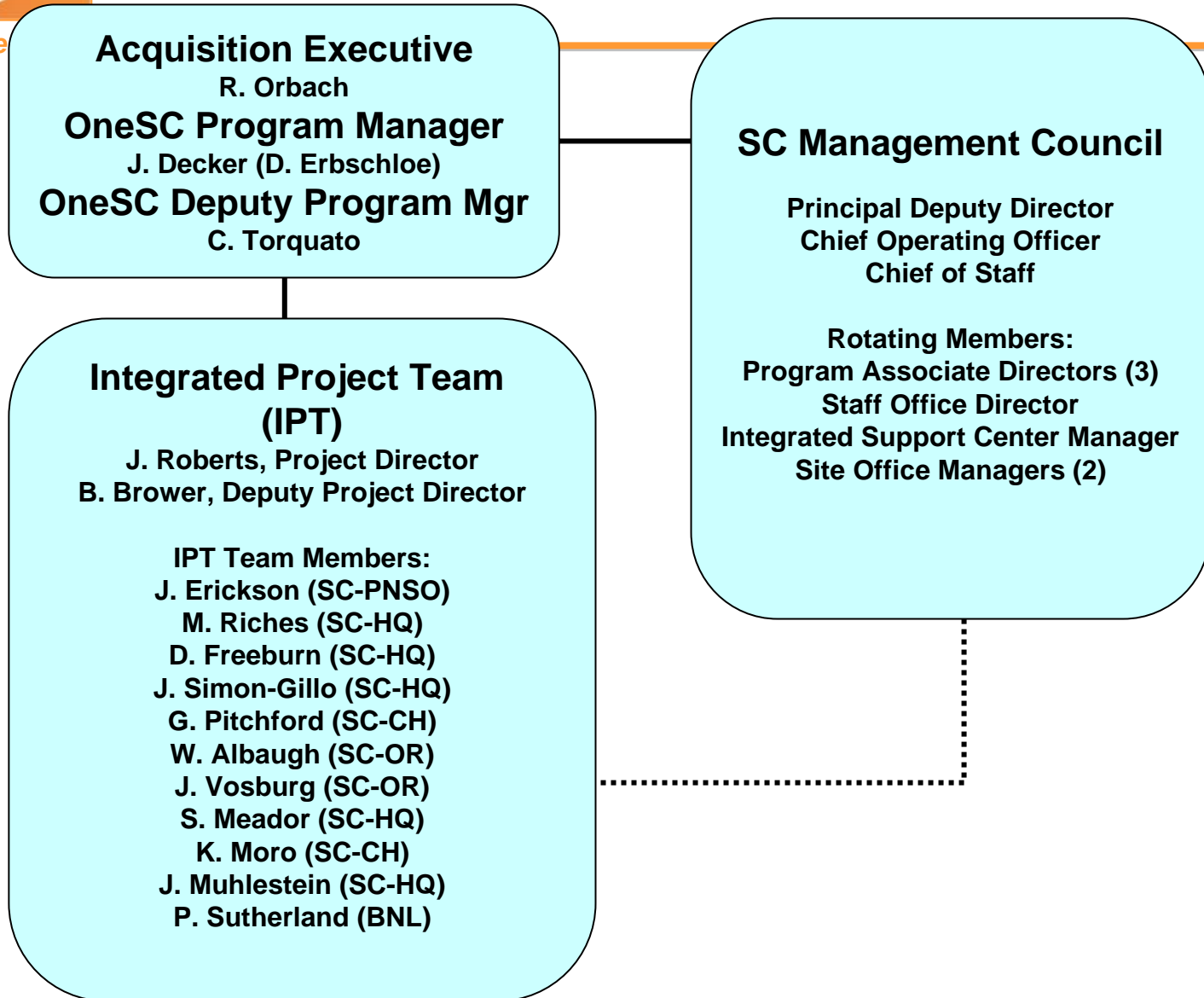
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OneSC Phase 2 Details Reengineering our Business

Jeff



Project Management Organization





Why Use an SBMS Approach?

- To create “one organization”- we must create tools and approaches that are common to all
- Reengineering allows SC to evaluate requirements, practices, and approaches together using teams represented by all sites
- The Standards Based Management System (SBMS) approach is a tested mechanism for conducting our reengineering
- The end product is then a system for recognizing requirements in a uniform manner, implementing them in a common way, and having a desktop tool that keeps all this current and accessible for employees at any SC location



OneSC Management Systems (SCMS)

- Program Management
 - Budget Execution
 - Budget Formulation
 - Policy/Planning
 - Program Management
 - Program Support
 - Communications & Stakeholder Interaction
- Federal Performance & Accountability
 - Human Resources Services
 - Records Management



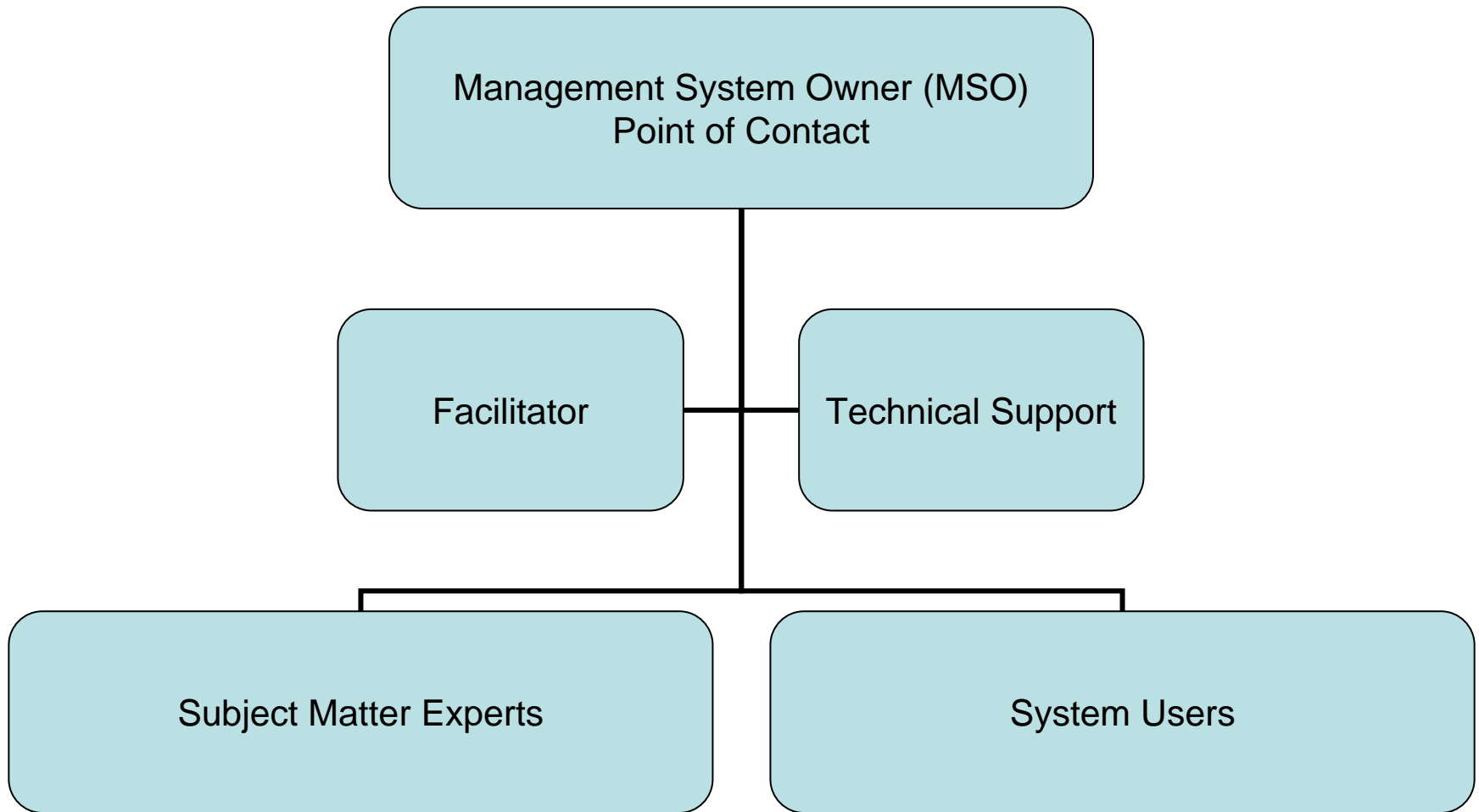
OneSC Management Systems (SCMS) (cont.)

■ Contract Management

- Procurement & Financial Assistance Management
- Environment, Safety & Health
- Security & Emergency Management
- Property Management
- Project Management
- Financial Management & Integrity
- Legal Services
- Information Technology
- Requirements & Directives Management



SCMS Reengineering Teams



Approach for OneSC Reengineering

Primary Working Session

- MS Descriptions Developed
- Requirements Accepted/SME's designated
- Subject Areas Identified
- List of Potential Procedures Identified
- Implementation Plan/Schedule Developed

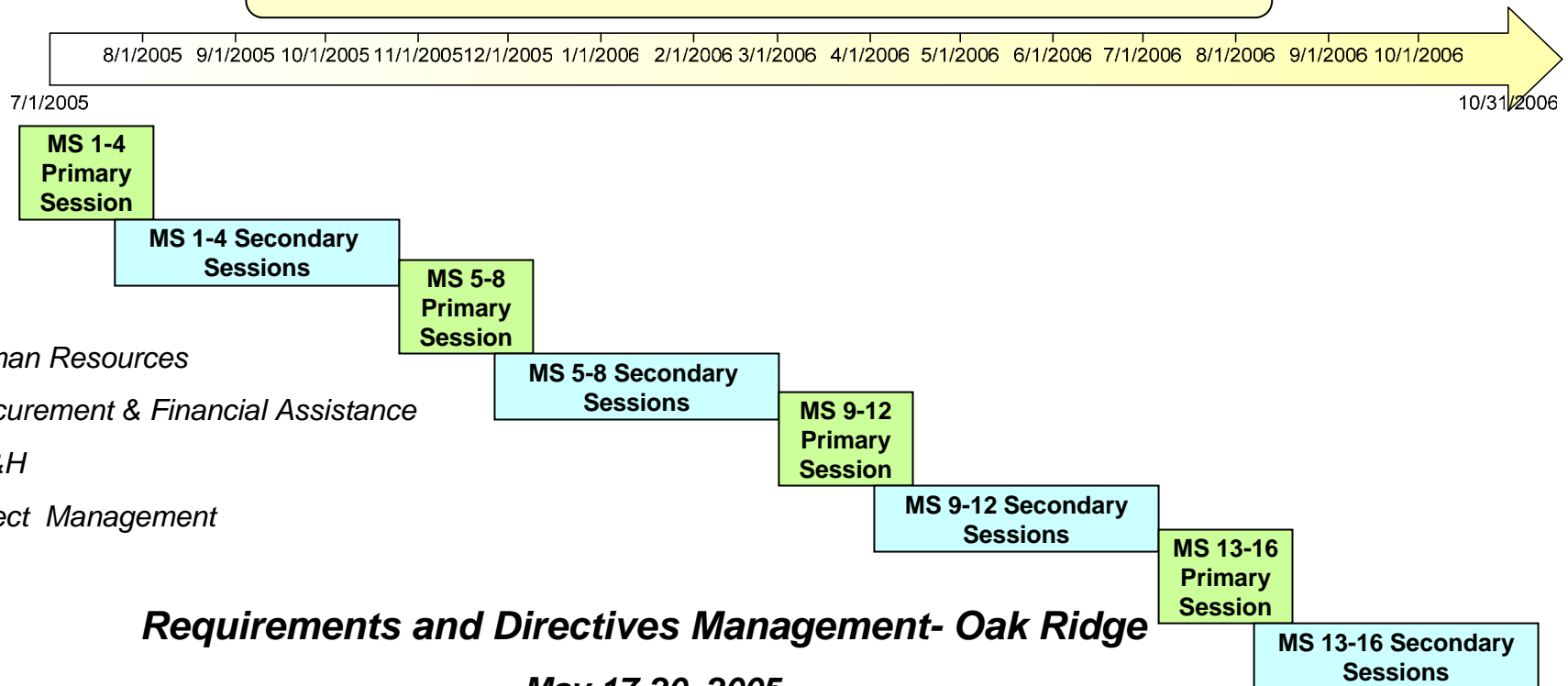
Follow-up Activities

- Complete requirements analysis
- Finalize MSD, Present to SC Management Council
- Final Approval by MSO

Secondary Working Sessions

- Subject Areas Developed
- Required Procedures Developed
- Subject Areas & Procedures Reviewed & Disposition of Comments

Identify Order in which Management Systems to be Developed & Outline/Format to be Utilized (4/1/05 – 6/3/05)



Requirements and Directives Management- Oak Ridge

May 17-20, 2005

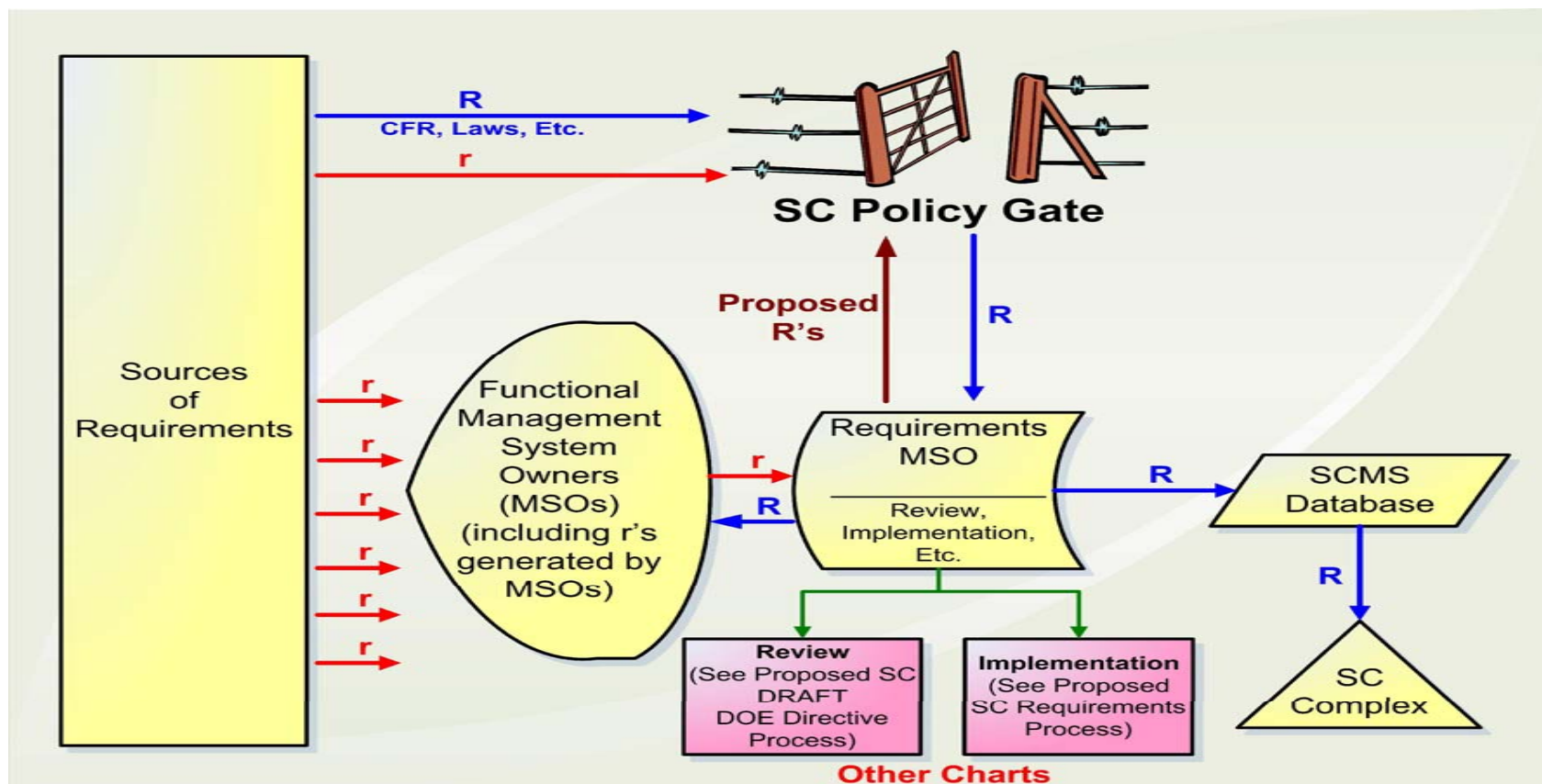


Results from Oak Ridge Requirements Management System



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- Initial SCMS reengineering team met May 17-20th in Oak Ridge
- Cross section of SC complex outlined a significantly new way to manage requirements for OneSC





Next Steps

- Provide employees with a series of emails to shed light on Phase 2 activities and opportunities for employee involvement
- Select MSO's for July reengineering session
- Recruit SMEs and system users for first 4 teams
- Watch for updates at OneSC website @ www.screstruct.doe.gov